



➤ Governance & Human Resources Committee Update (verbal report)	Gordon H
Administration Updates	Kate P
➤ Administrative Report Operations/Incidents and Contraventions	
Financial Report	Jaimie S
➤ Finance update	
Approval to Borrow	Jaimie S
Bylaw Update	
➤ Administration and Procedures Bylaw Reading 1	Cindy D
Line Break Update	Jay M
Projected Budget	
➤ 2025 Rates	Jaimie S
Inquiry Update CONFIDENTIAL	Cindy D
Communications Advisory Committee	Cindy D
➤ September Campaign	
Legal Matter CONFIDENTIAL	Kate P
Notices of Motions from Committee Meetings	Kate P
➤ Committee Meetings	
➤ Other	
Round Table	All
CEO Dialogue	Kate P
Closing Remarks/Adjournment	Ken M

Meeting Minutes

March 22, 2024, Board Meeting

Date:	March 22, 2024	
Time:	09:00 a.m.	
Location:	ARROW Utilities – Kisiskaciwan	
Attendees:	Ken Mackay – Chair Gordon Harris – Vice-Chair Steven vanNieuwkerk Bill Hamilton Jeff Acker Rick Smith Kristina Kowalski Robert Parks Neal Comeau Lynn Bidney Willis Kozak Stephen Dafoe	City of St. Albert City of Fort Saskatchewan City of Beaumont City of Leduc City of Spruce Grove Leduc County Parkland County Strathcona County Sturgeon County Town of Bon Accord Town of Gibbons Town of Morinville
Regrets:	William Choy	Town of Stony Plain
Staff Attendees:	Kate Polkovsky Cindy de Bruijn Jessica Szewczuk Stephanie Porter (Virtual) Jay Mason Dwayne Cikaluk Wade Teveniuk Colleen Moody	Chief Executive Officer Director of Comms & SR Interim Director of Corporate Services Interim Director of Corporate Services Director of Engineering Director of Operations Director of Regulatory Services Executive Assistant
Others:	Edward Telford Jason Casault-left the meeting at 12:23 pm Des Mryglod-left the meeting at 12:00 pm	JDP Wasserman LLP Strathcona County Leduc County

Call to Order	Chair Ken Mackay called the meeting to order at 09:00 a.m.	
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MEMBER MUNICIPALITIES

CITY OF BEAUMONT

CITY OF LEDUC

CITY OF FORT SASKATCHEWAN

CITY OF SPRUCE GROVE

CITY OF ST. ALBERT

TOWN OF BON ACCORD

TOWN OF GIBBONS

TOWN OF MORINVILLE

TOWN OF STONY PLAIN

LEDUC COUNTY

PARKLAND COUNTY

STRATHCONA COUNTY

STURGEON COUNTY



Board Appointment	CM18-24 MOVED BY Kristina Kowalski THAT Mayor Jeff Acker has been appointed from City of Spruce Grove to the ARROW Utilities Board of Directors be received as information. Second Bill Hamilton	APPROVED UNANIMOUSLY
Adoption of Agenda	CM19-24 MOVED BY Lynn Bidney THAT the agenda as distributed be adopted. Second Robert Parks	APPROVED UNANIMOUSLY
Adoption of January 26, 2024, Meeting Minutes,	CM20-24 MOVED BY Neal Comeau THAT the minutes of the January 26, 2024, meeting as presented be adopted. Second Willis Kozak	APPROVED UNANIMOUSLY
Board Committee Updates	CM21-24 MOVED BY Robert Parks THAT the Audit & Finance Update Report be received for information. THAT the Advocacy Committee Update Report be received for information. THAT the Board Development Committee Update Report be received for information. THAT the Governance & Human Resources Committee Update Report be received for information. Second Steven vanNieuwkerk. CM22-24 MOVED BY Steven vanNieuwkerk THAT the Board move into closed session at 09:43 am. Second Lynn Bidney	APPROVED UNANIMOUSLY



	<p>CM23-24 MOVED BY Robert Parks THAT the Board come out of closed session at 10:11 am. Second Lynn Bidney</p> <p>CM24-24 MOVED BY Gordon Harris THAT Board approve the Chief Executive Officer evaluation and grant a cost-of-living adjustment retroactive to January 1st, 2024, consistent with other employees of the organization. Second Robert Parks</p>	<p>APPROVED UNANIMOUSLY</p>
2023 Financial Statements	<p>CM25-24 MOVED BY Neal Comeau THAT the 2023 Audited Financial Statements and Financial Information return be approved by the Board. THAT the Audit Findings Report be received for information. Second Bill Hamilton</p> <p>CM26-24 MOVED BY Kristina Kowalski THAT the 2023 Financial Report and Comparisons be received for information. Second Robert Parks</p>	<p>APPROVED UNANIMOUSLY</p> <p>APPROVED UNANIMOUSLY</p>
Administrative Reports	<p>CM27-24 MOVED BY Stephen Dafoe THAT the Administrative Reports be received for information. Second Robert Parks</p>	<p>APPROVED UNANIMOUSLY</p>



Technical Advisory Committee Meeting Update	CM28-24 MOVED BY Rick Smith THAT the Technical Advisory Committee Meeting Update report be received for information. Second Neal Comeau	APPROVED UNANIMOUSLY
Name Change Resolution	CM29-24 MOVED BY Stephen Dafoe THAT the Board approve the new legal name, ARROW Utilities: A Capital Region Commission. Second Jeff Acker CM30-24 MOVED BY Lynn Bidney THAT the Board resolution is signed and submitted to the Office of the Minister of Municipal Affairs. Second Willis Kozak	APPROVED UNANIMOUSLY
Post Grant Announcement-Next Steps	CM31-024 MOVED BY Neal Comeau THAT the Post Grant Announcement Next Steps Report be received for information. Second Rick Smith	APPROVED UNANIMOUSLY
Financial Report Borrowing Limit	CM32-24 MOVED BY Willis Kozak THAT the Board direct Administration to work with the province of Alberta to increase the debt limit to support Train 4 to 80% in excess of the legislated amount, and the debt servicing limit to 20% in excess of the provincially legislated amount. Second Lynn Bidney Rick Smith left the meeting at 12:00 pm.	APPROVED UNANIMOUSLY



Legal Matter-Closed Session	CM33-24 MOVED BY Robert Parks THAT the Board move into closed session at 12:00 pm. CM34-24 MOVED BY Stephen Dafoe THAT the Board come out of closed session at 12:22 pm.	
Notices of Motion	Moved by Robert Parks THAT the Board rescind motion CM06-24. Second Kristina Kowalski	
Closing Remarks/Adjournment	Chair Ken Mackay adjourned the meeting at 12:24 p.m.	
Next Meeting	June 14, 2024.	

These minutes approved this _____ day of _____, 2024.

ARROW Utilities Board Chairman

Chief Executive Officer

Recorder:
Colleen Moody
Executive Assistant



	imagined future state of each workstream, and focused on continuous improvement opportunities.
Train 4	No additional updates since the workshop.
Tri-Party Agreement	The tri-party agreement is currently being finalized to ensure philosophies are incorporated to reflect long-term transparency. It's expected that this agreement will be presented to the board at the September 2024 meeting.
Cyber Security	No significant incidents to report.
Human Resources and Culture	We onboarded 7 seasonal staff (2 operations, 4 maintenance, 1 lab, 1 source, and 1 content creator), as well as two new temporary staff (one operator and one millwright). We conducted an employee engagement survey and had an excellent response rate of nearly 80%. We also introduced a suggestion box for employees where we have received multiple submissions to help improve efficiency and enhance corporate culture.



June 14, 2024
Administrative Report

Purpose of Report	This report provides a summary of operations, incidents and contraventions, and any public relations matters.
Attachments	Operations Report (Mar/Apr 2024) Incidents & Contraventions Report (March 1 – April 30, 2024)
Alignment to Board’s Strategic Plan	Respecting our environment - release water of the highest possible quality into the NSR Organizational excellence - enhance the health, well-being and safety of all employees and contractors Responsible leadership - engage with the broader community to increase the awareness of the commission and its work
Alignment to ESG Principles	Environment - addresses our impact to the environment Social - improves service delivery and community relations Governance - promotes transparency and accountability
Background and Discussion	<p><u>Regulatory Services / Incidents and Contraventions:</u></p> <p>Two incidents / Zero contraventions: Damage: Air compressor variable frequency drive. Near Miss Environmental: Outfall transmission pipeline crown sections collapse.</p> <p><u>Operations:</u></p> <p>UV Building: Backup generator control board failed due to a power surge. A new control board was installed allowing the generator to start automatically.</p>

Report Date: June 14, 2024
Author/Title: Dwayne Cikaluk, Director of Operations
 Wade Teveniuk, Director of Regulatory Services
 Cindy de Bruijn, Director of Information and Strategic Services
Approved by: Kate Polkovsky, CEO

	<p>Plant Instrument Air: Main air compressor failed due to overheating. Unit was replaced. A root cause investigation was conducted to determine the cause.</p> <p>Outfall Gravity Line: Two large sinkholes that collapsed into the pipe were discovered on Department of National Defense (DND) land. The area was immediately fenced off until the contractor safely sloped the area preventing further collapse. The replacement of pipe has commenced and is ongoing.</p> <p><u>Public Relations:</u></p> <p>There have been no issues with odour or other stakeholder complaints.</p> <p>We hosted the Communications Advisory Committee (CAC) meeting on May 30, 2024. Separate agenda item to follow with more details.</p> <p>Both technical and legal meetings continue to occur with Enoch. Separate agenda item to follow with more details.</p>
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Recommendation	This report is for information purposes.
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Implications of recommendation(s):

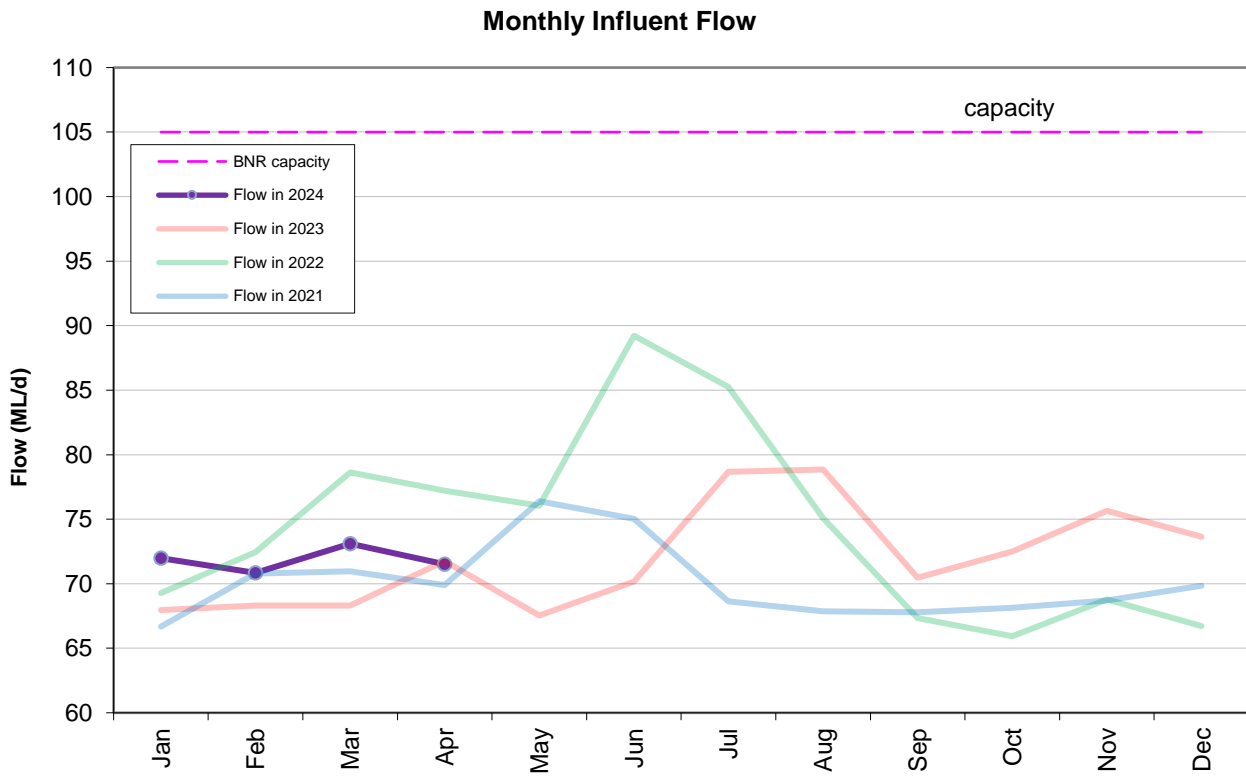
Financial	N/A
Legal / Risk	N/A
Environmental / Safety	N/A
Organizational Impacts	N/A
External Impacts	N/A

Report Date: June 14, 2024
Author/Title: Dwayne Cikaluk, Director of Operations
Wade Teveniuk, Director of Regulatory Services
Cindy de Bruijn, Director of Information and Strategic Services
Approved by: Kate Polkovsky, CEO

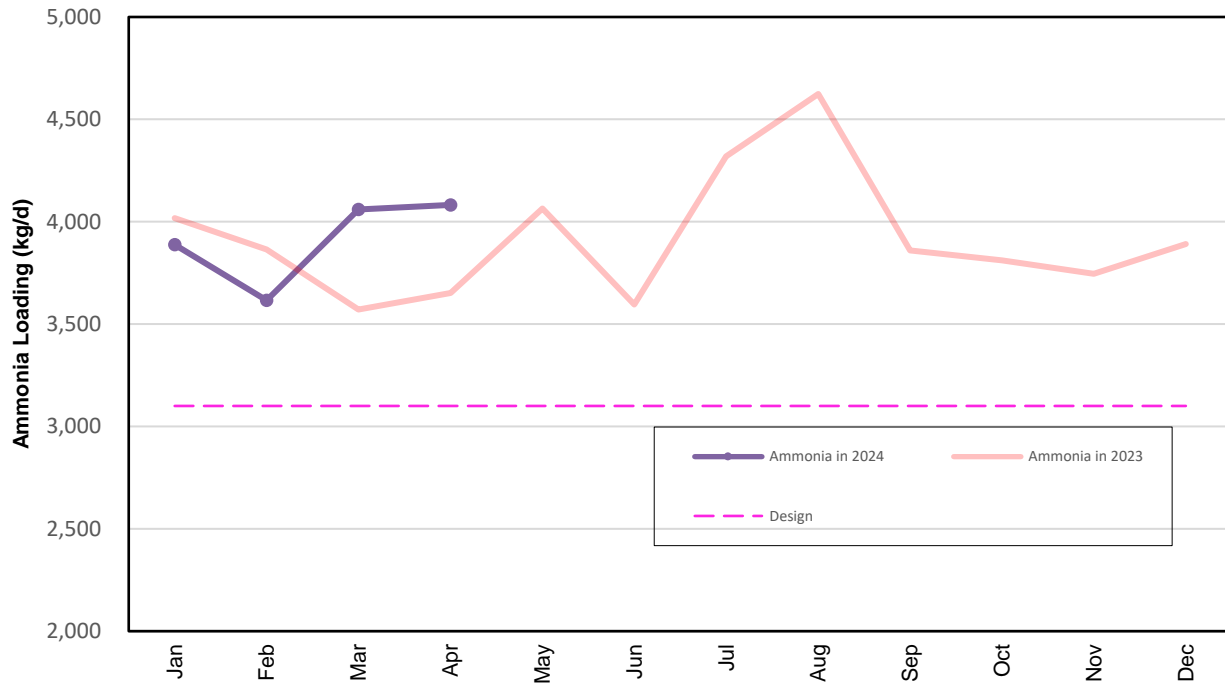


Operations Report – March/April 2024

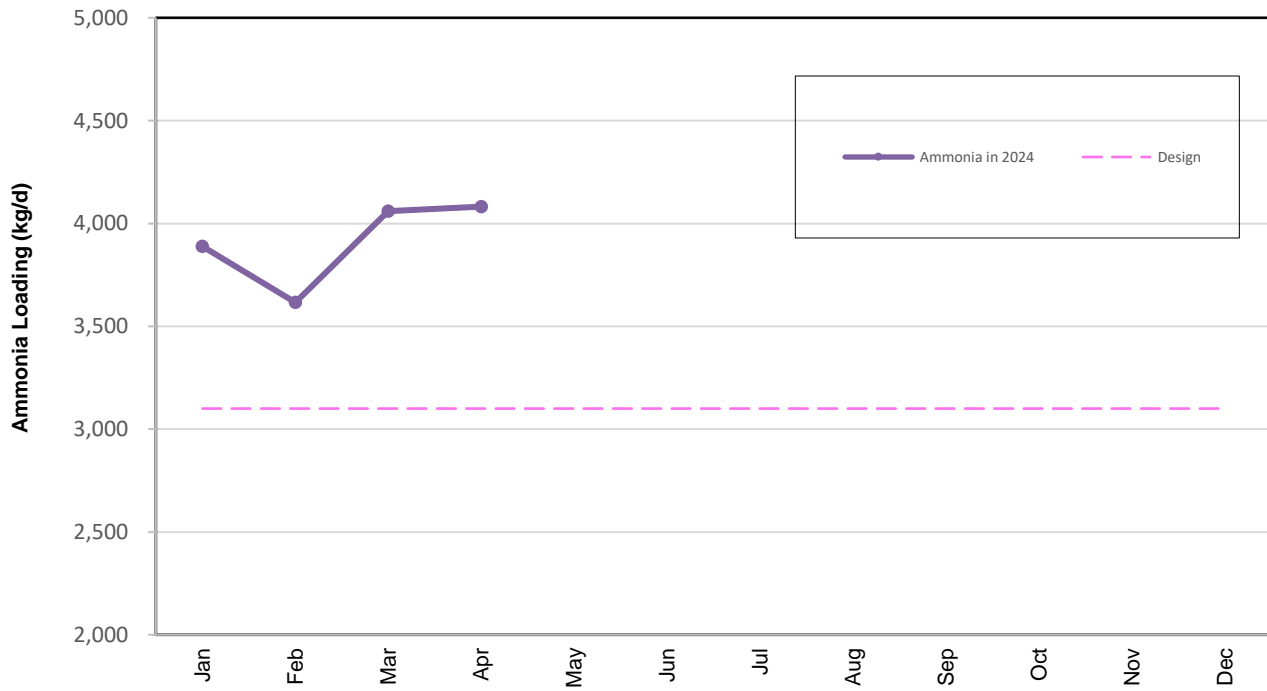
Treatment Targets by Concentrations



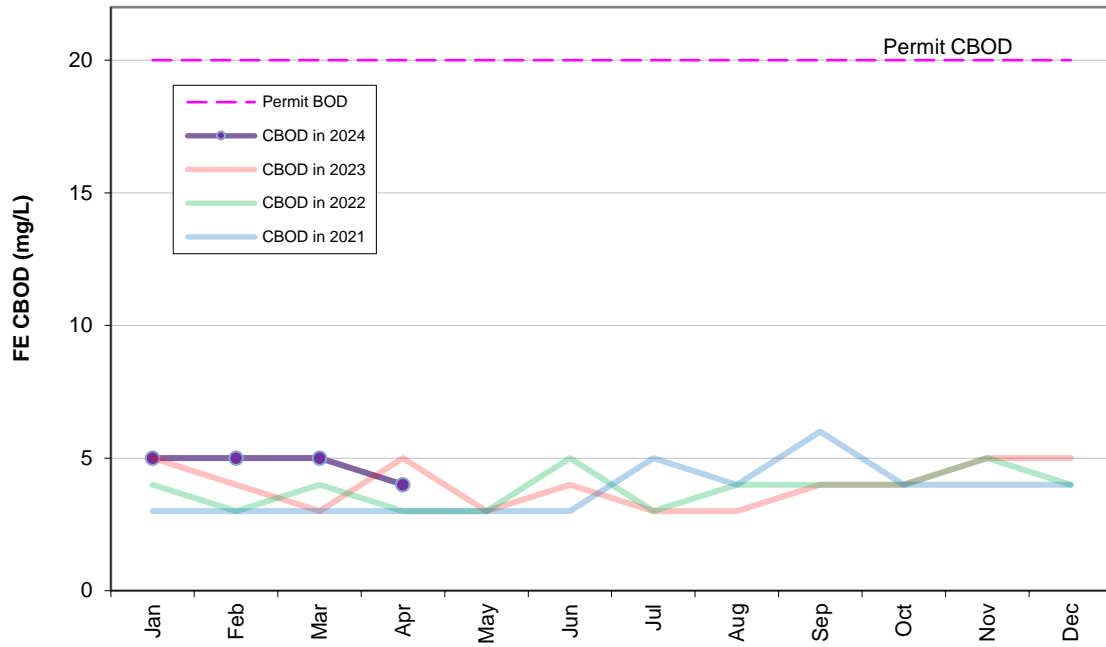
Monthly Influent Ammonia Mass Loading



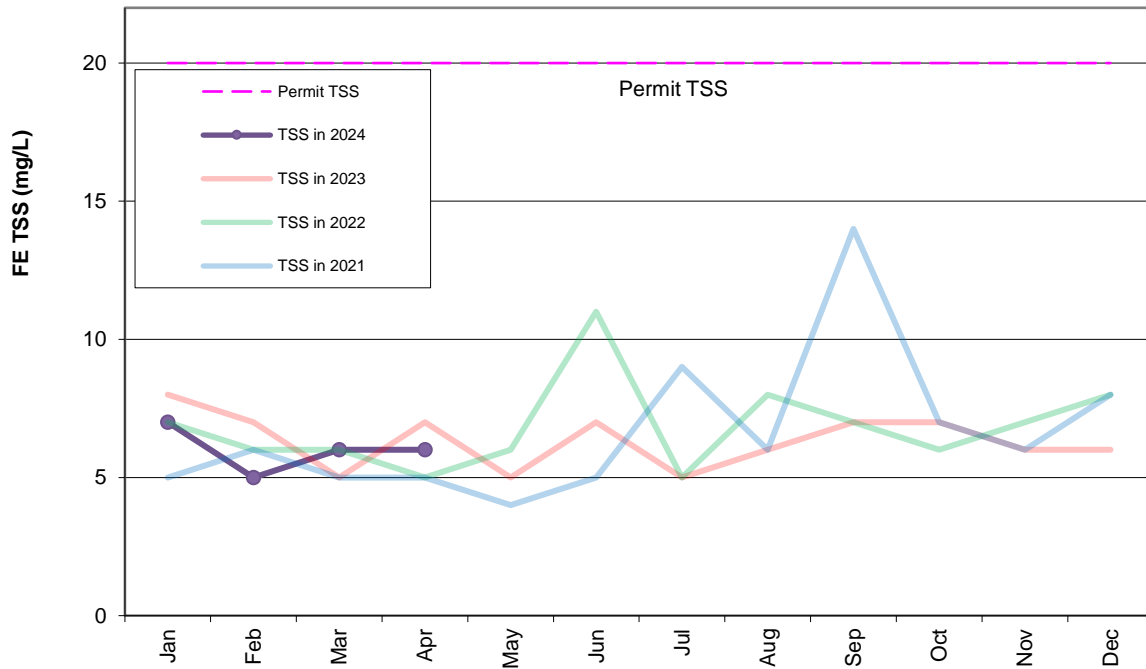
Monthly Influent Ammonia Mass Loading



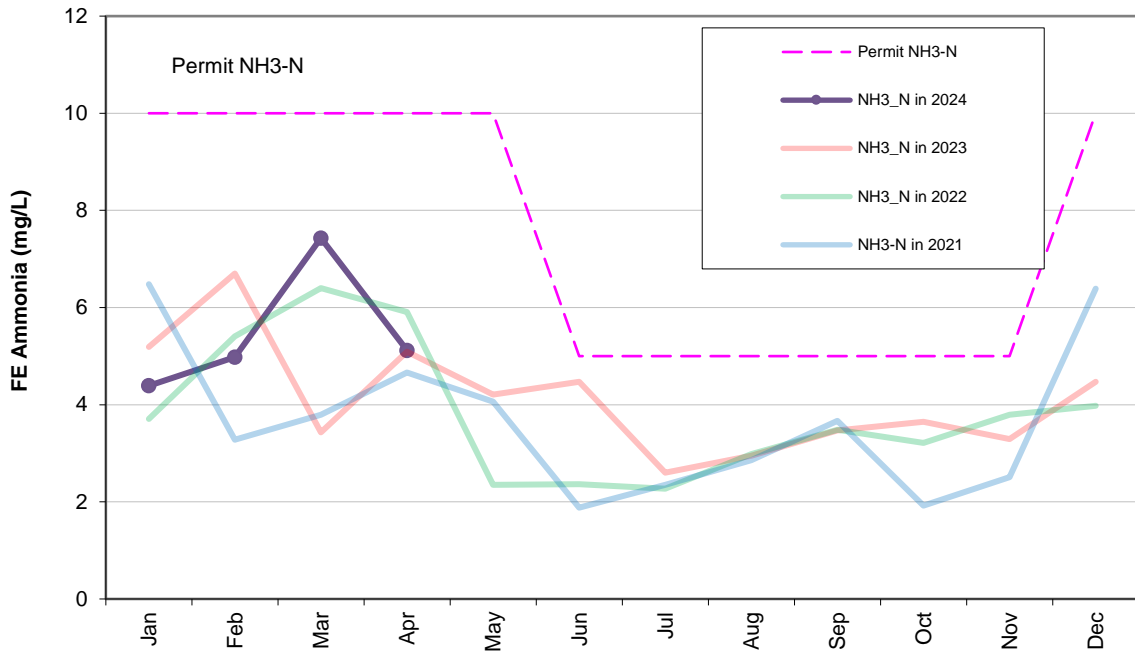
Monthly Effluent Carbonaceous Biological Oxygen Demand



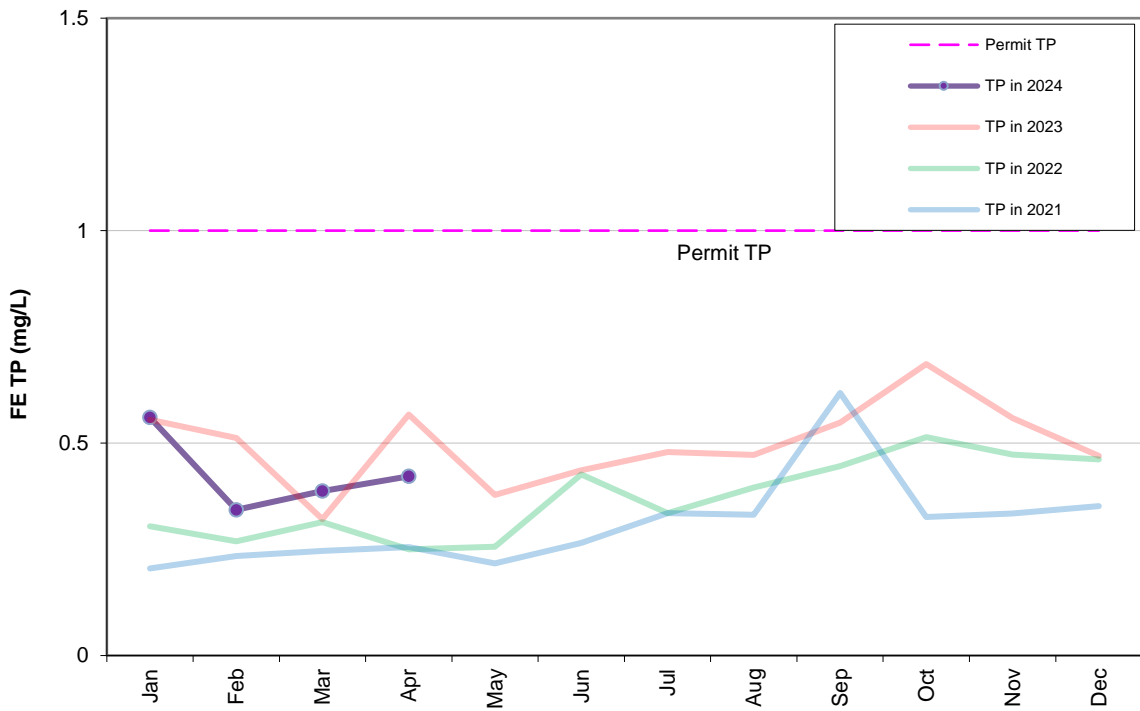
Monthly Effluent Total Suspended Solids



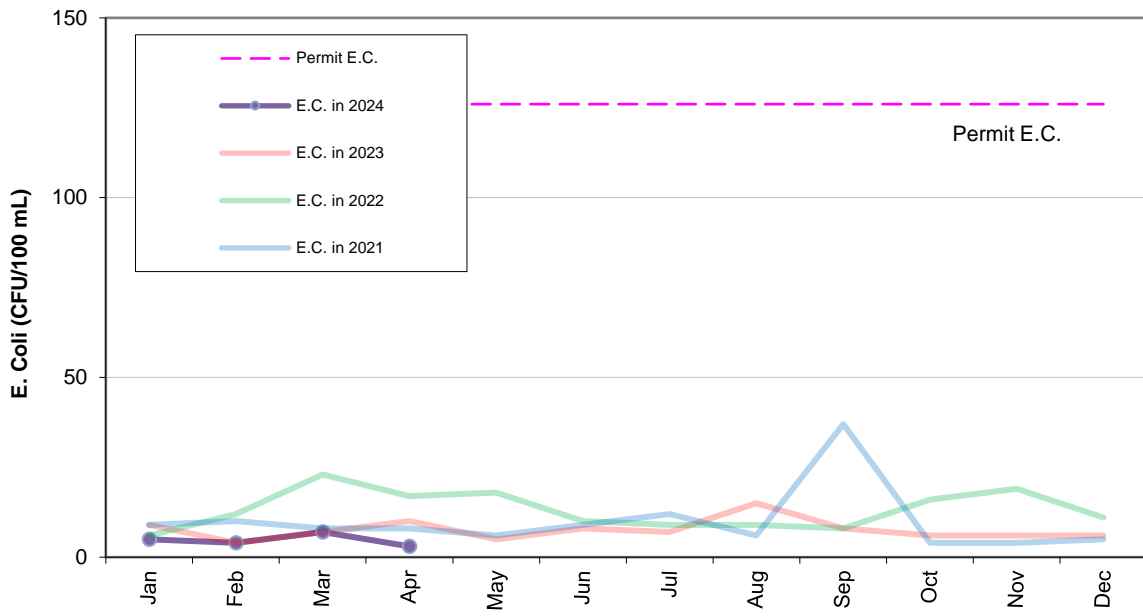
Monthly Effluent Ammonia



Monthly Effluent Total Phosphorus



Monthly Effluent E. Coli



Incidents/Contraventions Summary

Date: May 21, 2024

Reporting Period: March 1, 2024, to Apr 30, 2024

Incident Classification: Equipment Damage

Date: March 13, 2024

Location: ARROW Utilities Treatment Plant

Description of Events:

A short utility power disruption at the treatment plant caused several Variable Frequency Drive (VFD) run equipment to stop.

Recovery and control actions:

The damaged VFD was obsolete, thus the entire air compressor had to be replaced. A redundant air compressor was able to maintain process air requirements in the interim.

Causes and future actions:

Failure was due to the air compressor breaker being tripped, and preventive maintenance best practices not being consistently completed or updated. The Maintenance and Operations teams have incorporated changes into their workflows.

Incident Classification: Near Miss Environmental

Date: April 3, 2024

Location: City of Edmonton on Department of National Defence (DND) property – south side of Valour Avenue (195 street) between 66 street and 82 street

Description of Events:

Two sink holes were discovered on the Outfall transmission pipeline roughly 200-300m apart. Both holes were caved in with sluffing under the topsoil creating voids. Confirmed that the crown sections of the pipeline had collapsed. The untreated wastewater continued to be conveyed to the treatment plant as it was contained in the lower section of the collapsed sections of the pipeline with no release to the surrounding land.

Causes and future actions:

The pipeline collapsed due to H₂S corrosion. Systematic replacement of poor condition pipeline continues.

Prepared by: Wade Teveniuk, Director, Regulatory Services

Approved by: Kate Polkovsky, CEO



June 14, 2024
Financial Report

Purpose of Report	This report serves to provide an update on financial reporting up the end of March 31, 2024 (the first quarter of operations).
Attachments	Q1 2024 Financial Statements
Alignment to Board's Strategic Plan	Responsible leadership - keep utility rates reasonable and predictable for member municipalities
Alignment to ESG Principles	Governance - promotes transparency and accountability
	Governance - addresses and mitigates organizational risk
	Governance - ensures effective policy and financial oversight
Background and Discussion	Financial results as of March 31, 2024, remain consistent with budget expectations for both operating and capital.
Recommendation	THAT the Board receive the report for information.
Implications of recommendation(s):	
Financial	As above.
Legal / Risk	N/A
Environmental / Safety	N/A
Organizational Impacts	N/A
External Impacts	N/A

Report Date: June 14, 2024
Author/Title: Jessica Szewczuk, Stephanie Porter, Interim Directors of Corporate Services
Approved by: Kate Polkovsky, CEO



Financial Statements of

ARROW UTILITIES

As of March 31, 2024



Statement of Financial Position
March 31, 2024
(in thousands of dollars)

	2024 At March 31	2023 At Dec 31
FINANCIAL ASSETS		
Cash	\$ 1,471	\$ 35,132
Receivables from Commission members	4,495	3,907
Other receivables	1,173	1,484
Investments	25,193	10,120
	<u>32,332</u>	<u>50,643</u>
LIABILITIES		
Accounts payable and accrued liabilities	19,045	27,386
Debt	85,591	87,461
Deferred revenues	375	375
Other liabilities	-	469
	<u>105,011</u>	<u>115,691</u>
NET DEBT	<u>(72,679)</u>	<u>(65,048)</u>
NON-FINANCIAL ASSETS		
Tangible capital assets	290,393	275,262
Inventory held for consumption	1,222	1,172
Prepaid expenses	169	239
	<u>291,784</u>	<u>276,673</u>
ACCUMULATED SURPLUS	<u>\$ 219,105</u>	<u>\$ 211,625</u>



Statement of Operations
For the Period Ended March 31, 2024
(in thousands of dollars)

	2024 Budget	2024 To March 31	2023 Annual
REVENUES			
Treatment charges	\$ 66,714	\$ 15,868	\$ 54,541
Investment income	1,200	411	1,289
Other revenue	73	0	78
Total revenues	67,987	16,279	55,908
EXPENSES (Note 9)			
Operation and Management	30,104	7,410	43,051
Communications and Stakeholder Relations	1,242	302	
Corporate services	1,743	367	2,925
Engineering	1,617	250	997
Regulatory services	1,542	383	1,629
Board	229	87	257
Total expenses	36,477	8,799	48,859
Excess of revenues over expenses	31,510	7,480	7,049
Accumulated surplus at beginning of year	211,625	211,625	204,576
Accumulated surplus at end of period	\$ 243,135	\$ 219,105	\$ 211,625



Statement of Changes in Net Debt
For the Period Ended March 31, 2024
(in thousands of dollars)

	2024 Budget	2024 At March 31	2023 At Dec 31
Excess of revenues over expenses	\$ 31,510	\$ 7,480	\$ 7,049
Acquisition of tangible capital assets	(84,550)	(15,131)	(49,207)
Amortization of tangible capital assets	10,000	-	9,265
Loss on disposal of tangible capital assets	-	-	309
Change in inventory held for consumption	-	(50)	(240)
Change in prepaid expenses	-	70	(107)
Change in net debt	(43,040)	(7,631)	(32,931)
Net debt at beginning of year	(65,048)	(65,048)	(32,117)
Net debt at end of year	\$ (108,088)	\$ (72,679)	\$ (65,048)



June 14, 2024
Approval to Borrow

Purpose of Report	This report serves to update the borrowing bylaw passed in January 2024.
Attachments	N/A
Alignment to Board's Strategic Plan	Responsible leadership - keep utility rates reasonable and predictable for member municipalities
Alignment to ESG Principles	Governance - promotes transparency and accountability
	Governance - addresses and mitigates organizational risk
	Governance - ensures effective policy and financial oversight
Background and Discussion	<p>On February 12, 2024, the Province of Alberta denied our request to borrow \$15M. There is \$24M available in the provincially legislated debt limit and a need to access those funds for Train 4 construction. As such, we are required to explore other borrowing opportunities.</p> <p>Because the Borrowing Debenture motion approved in January 2024 indicates specifically that we will be borrowing from the Province of Alberta, it will not be accepted by other lending institutions.</p> <p>If approved, the Borrowing Authority Form will require immediate signature by the Chair and Vice Chair.</p>
Recommendation	<ol style="list-style-type: none"> 1) THAT the Borrowing Debenture motion CM16-24 passed on January 26, 2024, be rescinded. 2) THAT the Board sanctions the approval to borrow as follows: <ol style="list-style-type: none"> a) That in order to facilitate the ongoing capital expenditures related to the Train 4 Expansion project; that the sum of \$22,000,000 be borrowed by way of Uncommitted Multi-draw Construction

Report Date: June 14, 2024

Author/Title: Jessica Szewczuk, Stephanie Porter, Interim Directors of Corporate Services, Jaimie Spurgeon, Director of Finance and Corporate Services

Approved by: Kate Polkovsky, CEO

	<p>Operating Line from The Toronto-Dominion Bank ("TD" or the "Bank").</p> <p>b) That the Uncommitted Multi-draw Construction Operating Line facility is to be repaid via a long-term financing by December 31, 2025, or upon completion of construction and commissioning, whichever is earlier.</p> <p>c) That the facility shall bear an interest during the currency of the facility at a rate not exceeding the variable Prime rate +1% or 1 month and 3-month Canadian Overnight Repo Rate Average + Spread of 1-2% fixed from time to time by TD. Payable on Demand.</p>
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Implications of recommendation(s):

Financial	As above.
Legal / Risk	N/A
Environmental / Safety	N/A
Organizational Impacts	N/A
External Impacts	N/A

Report Date: June 14, 2024

Author/Title: Jessica Szewczuk, Stephanie Porter, Interim Directors of Corporate Services, Jaimie Spurgeon, Director of Finance and Corporate Services

Approved by: Kate Polkovsky, CEO



June 14, 2024

Administration and Procedures Bylaw

Purpose of Report	To update the Administration and Procedures bylaw to reflect the new name, as well as re-define 'municipalities' to be more inclusive.
Attachments	<ol style="list-style-type: none"> 1) Administration-and-Procedures-Bylaw-ARROW (original) 2) Administration-and-Procedures-Bylaw-REDLINED CHANGES SEPTEMBER 2024 3) Administration-and-Procedures-Bylaw-PROPOSED CHANGES SEPTEMBER 2024 (CLEAN VERSION)
Alignment to Board's Strategic Plan	<p>Responsible leadership - build partnerships that benefit the commission and the community</p> <p>Responsible leadership - engage with the broader community to increase the awareness of the commission and its work</p>
Alignment to ESG Principles	<p>Governance - promotes transparency and accountability</p> <p>Governance - ensures effective policy and financial oversight</p>
Background and Discussion	<p>In June 2023, the Board of Directors approved updates to the Administration and Procedures bylaw. However, further updates are required to:</p> <ol style="list-style-type: none"> a) reflect our recent name change, and b) redefine municipality to better align to the Municipal Government Act's definition of "municipal authorities", enabling the addition of possible future commission members. <p>Upon the review and approval of the proposed or "red-lined" amendments, Administration will advertise of the proposed changes for 30 days in advance of the September 13th, 2024, meeting.</p>
Recommendation	<p>THAT the proposed Administration and Procedures bylaw be brought to the September 13, 2024, meeting for review and approval, and that Administration complete all the necessary public and stakeholder notices in advance, as required.</p>

Report Date: June 14, 2024

Author/Title: Cindy de Bruijn, Director of Information and Strategic Services

Approved by: Kate Polkovsky, CEO

Implications of recommendation(s):	
Financial	N/A
Legal / Risk	These proposed changes have been reviewed by our legal counsel.
Environmental / Safety	N/A
Organizational impacts	N/A
External impacts	N/A

Report Date: June 14, 2024
Author/Title: Cindy de Bruijn, Director of Information and Strategic Services
Approved by: Kate Polkovsky, CEO

**BEING BYLAWS OF THE BOARD OF DIRECTORS OF THE ALBERTA
CAPITAL REGION WASTEWATER COMMISSION**

WHEREAS the Alberta Capital Region Wastewater Commission was established by the Alberta Capital Region Wastewater Commission Regulation, AR 129/85;

AND WHEREAS the Commission is a continued commission pursuant to s. 602.47 of the *Municipal Government Act*, RSA 2000, c. M-26;

AND WHEREAS the Board of Directors of the Commission wishes to enact Bylaws respecting certain matters set out ins. 602.09(1) of the *Municipal Government Act*, RSA 2000, c. M-26, as more particularly set out herein;

NOW THEREFORE the Board of Directors of the Alberta Capital Regional Wastewater Commission hereby enacts as follows:

1. DEFINITIONS

1.1. In this By-Law:

- (a) "Act" shall mean the *Municipal Government Act* RSA 2000, c. M-26, as amended from time to time;
- (b) "Board" shall mean the Board of Directors of the Alberta Capital Region appointed pursuant to Section 4 of this Bylaw;
- (c) "Chair" shall mean the Chair of the Board;
- (d) "Chief Executive Officer" or "CEO" shall mean the CEO of the Commission appointed by the Board pursuant to Section 5 of this By-Law;
- (e) "Commission" shall mean the Alberta Capital Region Wastewater Commission;
- (f) "Committee" shall mean any Ad-Hoc Committee established pursuant to Section 6 of this By-Law;
- (g) "Members" shall mean the individuals appointed to the Board by the Municipalities;
- (h) "Municipalities" shall mean the City of Fort Saskatchewan, City of Leduc, City of Spruce Grove, City of St. Albert, Leduc County, Parkland County, Strathcona County, Sturgeon County, City of Beaumont, Town of Bon Accord, Town of Gibbons, Town of Morinville, and Town of Stony Plain subject to any addition or withdrawal of Members pursuant to Section 10.4 of this Bylaw

from time to time;

- (i) "Vice-Chair" shall mean the Vice-Chair of the Commission appointed pursuant to Section 4 of this By-Law.

2. APPOINTMENT OF BOARD MEMBERS

2.1. The Municipal Council of each of the Municipalities shall by resolution appoint one member of Council to the Board at the Council's organizational meeting.

2.2. The term of each Board member's appointment shall be specified by the appointing Municipality but such term shall be no less than one year.

2.3. In the event that:

- (a) A Board member ceases to be a member of Council;
- (b) A Board member is absent from all regular council meetings held during any period of 8 consecutive weeks starting with the date the first meeting is missed, whether or not the absence is excused is authorized pursuant to ss. 174(2) of the Act or in accordance with a bylaw under s. 144.1 of the Act, or;
- (c) There are extenuating circumstances which, in the opinion of the majority of the Board, warrant the termination of the appointment of a Board member and appointment of a replacement member by the appointing Municipality

the appointing Municipality may by resolution terminate the appointment of the Board member and appoint a replacement Board Member at the next council meeting following the event referred to in subsection (a)-(c) herein, but in any event no later than the Council's next organizational meeting.

2.4. In the event that a Municipality appoints a member of Council other than the Municipality's chief elected official as a member of the Board the appointing municipality's chief elected official shall not be a member of the Board.

3. BOARD MEETINGS AND COMMITTEE MEETINGS

3.1. The Board shall meet on and at such date, time and place determined by the Board or as may be directed from time to time by the Chair.

3.2. A quorum for meetings of the Board shall be a majority of Members of the Board.

3.3. Except as otherwise provided, the business of the Board or of a Committee thereof shall be conducted at meetings of the Members of the Board or the Committee.

- 3.4. Notice of the time and place of any regularly scheduled meeting of the Board or of a Committee need not be given to the Members of the Board or the Committee.
- 3.5. Each Member of the Board or of a Committee shall have one (1) vote and all Members shall vote except in conflict of interest situations of a personal nature.
- 3.6. A vote on a matter shall not be recorded unless specifically directed by the Chair or requested by any Member of the Board.
- 3.7. In the absence of the Chair and the Vice-Chair from a meeting of the Board, those present may elect one of their Members to preside as Chair at the meeting.
- 3.8. The agenda for all meetings of the Board and for meetings of Committees of the Board shall be prepared by the CEO and approved by the Chair or the Chair of the Committee involved as the case may be.
- 3.9. Members of the Board, at the discretion of the Chair of a meeting of the Board, shall be entitled to speak more than once on any matter before the Board and the mover shall be entitled to close the debate on any matter.
- 3.10. With respect to motions before the Board the following shall apply:
 - (a) General - no seconder required;
 - (b) Referral or Deferral - debatable;
 - (c) Tabling - nondebatable;
 - (d) Amending - no seconder required;
 - (e) Separation - can be requested
 - (f) Reconsideration - must be made by voter on prevailing side of original motion at same meeting or by notice of motion;
 - (g) Notices of Motion In writing prior to distribution of Agenda or by proper waiving of Rules of Procedure or by verbal notice at a meeting for the next meeting.
- 3.11. In the event that a question shall arise as to the rules of procedure to be followed at a meeting of the Board or a Committee thereof, and if the procedure to be followed has not been otherwise dealt with in a bylaw, policy or procedure adopted by the Board, Robert Rules of Order shall apply to such question.
- 3.12. Any motion to waive a rule of procedure established by a bylaw of the

Board, or, in the absence of a bylaw, by Roberts Rules of Order, shall require an affirmative vote by two-thirds (2/3) of all Board Members in attendance at the meeting.

- 3.13. The Board and any Committee thereof shall cause minutes to be kept of each Board or Committee meeting and minutes of all Committee meetings, once adopted, shall be distributed promptly to all Board Members.

4. CHAIR AND VICE-CHAIR

- 4.1. The Board shall annually elect from amongst its members a Chairman to serve for a term beginning no earlier than November 1 of the year in which the appointment occurs and ending no later than November 30 of the following year
- 4.2. The Board shall annually elect from amongst its Members a Vice-Chair to serve for a term, beginning no earlier than November 1 of the year in which the appointment occurs and ending no later than November 30 of the following year.
- 4.3. In the absence of the Chair, the Vice-Chair shall preside at all regular and special meetings of the Board and shall perform all other duties of the Chair.
- 4.4. The Chair shall be paid such remuneration, travelling and other expenses by the Commission as may be approved from time to time by the Board.
- 4.5. The Chair shall be an ex-officio Member of any committee appointed by the Board from time to time in addition to any other Members appointed to such committee.
- 4.6. Notwithstanding that the term of office of the Chair or the Vice-Chair may have expired, the Chair and the Vice-Chair shall remain in office until such time as a successor has been appointed.

5. CEO AND OTHER OFFICIALS

- 5.1. The Board shall appoint a CEO who shall act as the administrative head of the Commission.
- 5.2. The CEO shall:
 - (a) Ensure that the Commission's programs and policies, as approved by the Board, are implemented;
 - (b) Advise and inform the Board on the operation and affairs of the Commission, and;
 - (c) Perform the duties and functions and exercise the powers assigned to the CEO by the Board from time to time.

- 5.3. The Board may appoint such other officials as the Board shall deem necessary from time to time to serve the needs of the Commission and shall define the duties and responsibilities of any such official so appointed.

6. AD HOC COMMITTEES

- 6.1. The Board may establish Ad Hoc Committees as the Board deems necessary and expedient for the orderly and efficient handling of the affairs of the Commission. The Board will also establish the terms of reference for such Committees, the duties and responsibilities, and the duration of the Committee.
- 6.2. The Chair of any Committee shall be selected by the Committee.
- 6.3. The Chair of any Committee shall preside at meetings of the Committee and in the absence of the Committee Chair those present may elect one of their Members to preside as Chair at the meeting.
- 6.4. Meetings of any Committee shall be held on such day, time and place as may be determined from time to time by the Committee and the Committee Chair shall be at liberty to call a special meeting of the Committee.
- 6.5. The quorum for Committee meetings shall be the majority of Members that comprise the Committee.

7. SEAL

- 7.1. The Board shall adopt a seal of the Commission and the seal shall be in the custody of the CEO.
- 7.2. The seal of the Commission shall only be affixed to any document by the CEO, or their delegate, as authorized by the Board.

8. FINANCIAL REPORTS AND BANKING

- 8.1. The Board shall cause to be kept proper books of account and records and such books of account and records together with all papers and other documents relating to the Commission shall be kept at the office of the Commission and shall be open during reasonable business hours to the inspection and examination of every Member of the Board.
- 8.2. The Board shall appoint an auditor or auditors who are permitted to conduct audits in the Province of Alberta.
- 8.3. The Board shall cause minutes to be made and books to be provided for the purpose of recording all Resolutions passed by and of all proceedings of any meeting of the Board and any Committee and shall cause to be recorded the names of all persons present at such meeting.

8.4. The Board shall at all times ensure that the requirements of the Act relating to the delivery of reports, financial statements and information to the Members of the Commission are met.

8.5. The Board shall from time to time appoint a bank or banks as banker or bankers for the Commission and the Board shall designate those officials and Members of the Board who are authorized to sign cheques on behalf of the Board.

9. HONORARIA AND EXPENSES FOR BOARD MEMBERS

9.1. The Board shall from time to time designate the remuneration payable to Members of the Board and provide for the reimbursement of Members of the Board for expenses incurred in the course of their duties as Members of the Board.

10. ADDITION AND REMOVAL OF MUNICIPALITIES

10.1. The Commission may agree to the addition of a municipality as a member of the Commission if, in the sole discretion of the Commission, there is sufficient capacity for the supply of services to the municipality and the addition of the municipality as a member is in the best interest of the Commission.

10.2. The addition of a municipality as a member of the Commission shall require the approval of two-thirds (2/3) of the Members of the Board and be subject to any terms and conditions established by the Board.

10.3. Without limitation to Section 10.2 herein, the Board may in its sole discretion require a municipality to make a payment to the Commission as a condition of the addition of that municipality as a member of the Commission. Any such payment shall be an amount determined by the Board to be reasonable, and may include but shall not be limited to:

- (a) A one-time membership fee payable to the Commission reflecting a proportionate share of the formation costs of the Commission plus applicable debt servicing costs;
- (b) A proportionate share of the capital costs incurred by the Commission for the provision of services; and
- (c) Any costs related to the provision of services by the Commission to the new member.

10.4. The withdrawal of any one or more of the Municipalities as a member of the Commission shall require the approval of two-thirds (2/3) of the Members of the Board and be subject to any terms and conditions established by the Board.

- 10.5. Without limitation to Section 10.4 herein, the Board may require a Municipality to enter into an agreement with the Commission as a condition of withdrawal of the Municipality as a member of the Commission. The form and terms and conditions of such agreement shall be determined by the Board, and may include but shall not be limited to:
- (i) the transition period for the withdrawal of the Municipality as a member of the Commission;
 - (ii) the withdrawing Municipality's entitlement, if any, to services from the Commission after its withdrawal;
 - (iii) the withdrawing Municipality's responsibility, if any, to pay for a portion of the Commission's debt servicing or capital costs;
 - (iv) the withdrawing Municipality's entitlement, if any, to ownership of any portion of the assets of the Commission used in the delivery of services, and;
 - (v) any other matter determined by the Board to be required to be addressed as a term of condition of the Member's withdrawal.
- 10.6. The Commission shall notify the Minister of Municipal Affairs of any change in the membership of the Commission within 60 days of the change in membership.

11. DISPOSAL OF ASSETS BY THE MEMBERS

- 11.1. The CEO, or their designate, has the authority to dispose of any assets owned by the Commission, including machinery, equipment, computers and office supplies, subject to the following restrictions:
- (a) The disposal of any asset or assets with a fair market value or proposed sale price of more than fifty thousand (\$50,000.00) dollars shall require the approval of two-thirds (2/3) of the Members of the Board and be subject to any terms and conditions established by the Board;
 - (b) The disposal of any land or assets identified as engineering structures shall require the approval of two-thirds (2/3) of the Members of the Board and be subject to any terms and conditions established by the Board.
- 11.2. The CEO may seek the Board's approval to dispose of an asset or assets other than those identified in Subsections 11.1(a) and (b) above if, in the opinion of the CEO, the approval of the Board is necessary or desirable.

12. DISESTABLISHMENT

- 12.1. Approval of (two-thirds) 2/3 of the Members of the Board is required to disestablish the Commission.
- 12.2. In the event that the Board approves the disestablishment of the Commission, the Board must at the time of approval specify further particulars of the procedure for the disestablishment including:
- (a) a timeline for disestablishment of the Commission, and;
 - (b) the treatment of assets and liabilities upon disestablishment of the Commission, which shall take into account each Municipality's respective contributions to the Commission in the form of any assets contributed to the Commission and historical consumption by the Municipality and include a process for the collection and disposition of any property and assets owned by the Commission and the discharge, assignment or transfer of the Commission's obligations.
- 12.3. The Commission shall, as of the date of the Board's decision to approve disestablishment of the Commission, cease to provide services or begin the process of ceasing to provide services except to the extent that the Commission is legally required to do so or as required for the beneficial winding-up of the business or affairs of the Commission.

13. PROVISION OF COMMISSION'S SERVICES

- 13.1 The Commission is authorized to supply sewage transmission and treatment services to its Members and to any additional persons to whom the Board decides to supply services to from time to time (the "Wastewater Services")
- 13.2 Without limitation to Section 13.1 herein, the Commission may in its discretion supply reclaimed water generated by the provision of the Treatment Services to any person to whom the Board decides to supply such reclaimed water to from time to time. The rates and applicable terms and conditions with respect to the supply of effluent water referred to herein shall be determined by the Board.

14. AMENDMENTS

- 14.1. This Bylaw may be amended from time to time upon thirty (30) days' notice of motion and approval of two-thirds (2/3) of the Members of the Board.

15. SEVERABILITY AND REPEAL

- 15.1. Should any provision or part of this Bylaw be found to have been improperly enacted, for any reason, then such provision or part shall be

severable from the remainder of this Bylaw and the Bylaw remaining after such severance shall be effective and enforceable as if the provision or part found to be improperly enacted had not been enacted as part of this Bylaw.

- 15.2 Bylaws No. 1, 2, 3, 4, 5 and 6 of the Board of Directors of the Alberta Capital Region Wastewater Commission are hereby repealed as of the effective date of this Bylaw.

ENACTED at a meeting of the Board of Directors of the ALBERTA CAPITAL REGION WASTEWATER COMMISSION at a meeting duly held on the 16th day of June, 2023.



Chairperson



Chief Executive Officer

**BEING BYLAWS OF THE BOARD OF DIRECTORS OF ~~THE ALBERTA-
CAPITAL REGION WASTEWATER COMMISSION~~ARROW
UTILITIES: A CAPITAL REGION COMMISSION**

WHEREAS ~~the Alberta Capital Region Wastewater Commission~~ARROW Utilities: A Capital Region Commission was established by ~~the Alberta-
Capital Region Wastewater Commission~~ARROW Utilities: A Capital Region
Commission Regulation, AR 129/85;

AND WHEREAS the Commission is a continued commission pursuant to s. 602.47 of the *Municipal Government Act*, RSA 2000, c. M-26;

AND WHEREAS the Board of Directors of the Commission wishes to enact Bylaws respecting certain matters set out ins. 602.09(1) of the *Municipal Government Act*, RSA 2000, c. M-26, as more particularly set out herein;

NOW THEREFORE the Board of Directors of ~~the Alberta Capital Regional-
Wastewater Commission~~ARROW Utilities: A Capital Region Commission hereby enacts as follows:

1. DEFINITIONS

1.1. In this By-Law:

- (a) "Act" shall mean the *Municipal Government Act* RSA 2000, c. M-26, as amended from time to time;
- (b) "Board" shall mean the Board of Directors of ARROW Utilities: A Capital Region Commission~~the Alberta Capital Region~~ appointed pursuant to Section 4 of this Bylaw;
- (c) "Chair" shall mean the Chair of the Board;
- (d) "Chief Executive Officer" or "CEO" shall mean the CEO of the Commission appointed by the Board pursuant to Section 5 of this By-Law;
- (e) "Commission" shall mean ~~the Alberta Capital Region Wastewater
Commission~~ARROW Utilities: A Capital Region Commission;
- (f) "Committee" shall mean any Ad-Hoc Committee established pursuant to Section 6 of this By-Law;
- (g) "Members" shall mean the individuals appointed to the Board by the member Municipalities~~Municipal Authorities, inclusive of
the City of Fort Saskatchewan, City of Leduc, City of Spruce
Grove, City of St. Albert, Leduc County, Parkland County,
Strathcona County, Sturgeon County, City of Beaumont, Town
of Bon Accord, Town of Gibbons, Town of Morinville, and~~

Town of Stony Plain subject to any addition or withdrawal of Members pursuant to Section 10.4 of this Bylaw from time to time;

~~(h) "Municipalities" shall mean the City of Fort Saskatchewan, City of Leduc, City of Spruce Grove, City of St. Albert, Leduc County, Parkland County, Strathcona County, Sturgeon County, City of Beaumont, Town of Bon Accord, Town of Gibbons, Town of Morinville, and Town of Stony Plain subject to any addition or withdrawal of Members pursuant to Section 10.4 of this Bylaw~~

(h) "Municipal Authorities" means a municipality, improvement district, special area, Metis settlement, Indian reserve, and an armed forces base.

- (i) "Vice-Chair" shall mean the Vice-Chair of the Commission appointed pursuant to Section 4 of this By-Law.

2. APPOINTMENT OF BOARD MEMBERS

21. The ~~Municipal-elected~~ Council or governing body of each of the ~~Municipalities~~ Municipal Authorities shall by resolution appoint one member of their Council or governing body to the Board, ~~at the Council's organizational meeting.~~

22. The term of each Board member's appointment shall be specified by the appointing ~~Municipality~~ Municipal Authority, but such term shall be no less than one year.

23. In the event that:

- (a) A Board member ceases to be a member of Council;
- (b) A Board member is absent from all regular council meetings held during any period of 8 consecutive weeks starting with the date the first meeting is missed, whether or not the absence is excused is authorized pursuant to s. 174(2) of the Act or in accordance with a bylaw under s. 144.1 of the Act, or;
- (c) There are extenuating circumstances which, in the opinion of the majority of the Board, warrant the termination of the appointment of a Board member and appointment of a replacement member by the appointing Municipality Municipal Authority.

the appointing Municipality Municipal Authority may by resolution terminate the appointment of the Board member and appoint a replacement Board Member at the next council meeting following the event referred to in subsection (a)-(c) herein, but in any event no later than the Council's next organizational meeting.

24. In the event that a Municipality Municipal Authority appoints a member of Council other than the Municipality Municipal Authority's chief elected official as a member of the Board, the appointing municipality Municipal Authority's chief elected official shall not be a member of the Board.

3. BOARD MEETINGS AND COMMITTEE MEETINGS

31. The Board shall meet on and at such date, time and place determined by the Board or as may be directed from time to time by the Chair.

32. A quorum for meetings of the Board shall be a majority of Members of the Board.

33. Except as otherwise provided, the business of the Board or of a Committee

thereof shall be conducted at meetings of the Members of the Board or the Committee.

- 34 Notice of the time and place of any regularly scheduled meeting of the Board or of a Committee need not be given to the Members of the Board or the Committee.
- 35 Each Member of the Board or of a Committee shall have one (1) vote and all Members shall vote except in conflict of interest situations of a personal nature.
- 36 A vote on a matter shall not be recorded unless specifically directed by the Chair or requested by any Member of the Board.
- 37 In the absence of the Chair and the Vice-Chair from a meeting of the Board, those present may elect one of their Members to preside as Chair at the meeting.
- 38 The agenda for all meetings of the Board and for meetings of Committees of the Board shall be prepared by the CEO and approved by the Chair or the Chair of the Committee involved as the case may be.
- 39 Members of the Board, at the discretion of the Chair of a meeting of the Board, shall be entitled to speak more than once on any matter before the Board and the mover shall be entitled to close the debate on any matter.
- 310 With respect to motions before the Board the following shall apply:
- (a) General - no seconder required;
 - (b) Referral or Deferral - debatable;
 - (c) Tabling - nondebatable;
 - (d) Amending - no seconder required;
 - (e) Separation - can be requested
 - (f) Reconsideration - must be made by voter on prevailing side of original motion at same meeting or by notice of motion;
 - (g) Notices of Motion In writing prior to distribution of Agenda or by proper waiving of Rules of Procedure or by verbal notice at a meeting for the next meeting.
- 311 In the event that a question shall arise as to the rules of procedure to be followed at a meeting of the Board or a Committee thereof, and if the procedure to be followed has not been otherwise dealt with in a bylaw, policy or procedure adopted by the Board, Robert Rules of Order shall apply to such question.
- 312 Any motion to waive a rule of procedure established by a bylaw of the

Board, or, in the absence of a bylaw, by Roberts Rules of Order, shall require an affirmative vote by two-thirds (2/3) of all Board Members in attendance at the meeting.

- 313 The Board and any Committee thereof shall cause minutes to be kept of each Board or Committee meeting and minutes of all Committee meetings, once adopted, shall be distributed promptly to all Board Members.

4. CHAIR AND VICE-CHAIR

41. The Board shall annually elect from amongst its members a Chairman to serve for a term beginning no earlier than November 1 of the year in which the appointment occurs and ending no later than November 30 of the following year.
- 42 The Board shall annually elect from amongst its Members a Vice-Chair to serve for a term, beginning no earlier than November 1 of the year in which the appointment occurs and ending no later than November 30 of the following year.
- 43 In the absence of the Chair, the Vice-Chair shall preside at all regular and special meetings of the Board and shall perform all other duties of the Chair.
- 44 The Chair shall be paid such remuneration, travelling and other expenses by the Commission as may be approved from time to time by the Board.
- 45 The Chair shall be an ex-officio Member of any committee appointed by the Board from time to time in addition to any other Members appointed to such committee.
- 46 Notwithstanding that the term of office of the Chair or the Vice-Chair may have expired, the Chair and the Vice-Chair shall remain in office until such time as a successor has been appointed.

5. CEO AND OTHER OFFICIALS

- 5.1. The Board shall appoint a CEO who shall act as the administrative head of the Commission.
- 5.2. The CEO shall:
- (a) Ensure that the Commission's programs and policies, as approved by the Board, are implemented;
 - (b) Advise and inform the Board on the operation and affairs of the Commission, and;
 - (c) Perform the duties and functions and exercise the powers assigned to the CEO by the Board from time to time.

- 5.3. The Board may appoint such other officials as the Board shall deem necessary from time to time to serve the needs of the Commission and shall define the duties and responsibilities of any such official so appointed.

6. AD HOC COMMITTEES

61. The Board may establish Hoc Committees as the Board deems necessary and expedient for the orderly and efficient handling of the affairs of the Commission. The Board will also establish the terms of reference for such Committees, the duties and responsibilities, and the duration of the Committee.
62. The Chair of any Committee shall be selected by the Committee.
63. The Chair of any Committee shall preside at meetings of the Committee and in the absence of the Committee Chair those present may elect one of their Members to preside as Chair at the meeting.
64. Meetings of any Committee shall be held on such day, time and place as may be determined from time to time by the Committee and the Committee Chair shall be at liberty to call a special meeting of the Committee.
65. The quorum for Committee meetings shall be the majority of Members that comprise the Committee.

7. SEAL

71. The Board shall adopt a seal of the Commission and the seal shall be in the custody of the CEO.
72. The seal of the Commission shall only be affixed to any document by the CEO, or their delegate, as authorized by the Board.

8. FINANCIAL REPORTS AND BANKING

- 8.1. The Board shall cause to be kept proper books of account and records and such books of account and records together with all papers and other documents relating to the Commission shall be kept at the office of the Commission and shall be open during reasonable business hours to the inspection and examination of every Member of the Board.
- 8.2. The Board shall appoint an auditor or auditors who are permitted to conduct audits in the Province of Alberta.
- 8.3. The Board shall cause minutes to be made and books to be provided for the purpose of recording all Resolutions passed by and of all proceedings of any meeting of the Board and any Committee and shall cause to be recorded the names of all persons present at such meeting.

8.4. The Board shall at all times ensure that the requirements of the Act relating to the delivery of reports, financial statements and information to the Members of the Commission are met.

8.5. The Board shall from time to time appoint a bank or banks as banker or bankers for the Commission and the Board shall designate those officials and Members of the Board who are authorized to sign cheques on behalf of the Board.

9. HONORARIA AND EXPENSES FOR BOARD MEMBERS

9.1. The Board shall from time to time designate the remuneration payable to Members of the Board and provide for the reimbursement of Members of the Board for expenses incurred in the course of their duties as Members of the Board.

10. ADDITION AND REMOVAL OF MUNICIPALITIES

10.1. The Commission may agree to the addition of a ~~municipality~~Municipal Authority as a member of the Commission if, in the sole discretion of the Commission, there is sufficient capacity for the supply of services to the ~~municipality~~Municipal Authority and the addition of the ~~municipality~~Municipal Authority as a member is in the best interest of the Commission.

10.2. The addition of a ~~municipality~~Municipal Authority as a member of the Commission shall require the approval of two-thirds (2/3) of the Members of the Board and be subject to any terms and conditions established by the Board.

10.3. Without limitation to Section 10.2 herein, the Board may in its sole discretion require a ~~municipality~~Municipal Authority to make a payment to the Commission as a condition of the addition of that ~~municipality~~Municipal Authority as a member of the Commission. Any such payment shall be an amount determined by the Board to be reasonable, and may include but shall not be limited to:

- (a) A one-time membership fee payable to the Commission reflecting a proportionate share of the formation costs of the Commission plus applicable debt servicing costs;
- (b) A proportionate share of the capital costs incurred by the Commission for the provision of services; and
- (c) Any costs related to the provision of services by the Commission to the new member.

10.4. The withdrawal of any one or more of the ~~Municipalities~~Municipal Authorities as a member of the Commission shall require the approval

of two-thirds (2/3) of the Members of the Board and be subject to any terms and conditions established by the Board.

- 10.5. Without limitation to Section 10.4 herein, the Board may require a ~~Municipality~~Municipal Authority to enter into an agreement with the Commission as a condition of withdrawal of the ~~Municipality~~Municipal Authority as a member of the Commission. The form and terms and conditions of such agreement shall be determined by the Board, and may include but shall not be limited to:
- (i) the transition period for the withdrawal of the ~~Municipality~~Municipal Authority as a member of the Commission;
 - (ii) the withdrawing ~~Municipality~~Municipal Authority's entitlement, if any, to services from the Commission after its withdrawal;
 - (iii) the withdrawing ~~Municipality~~Municipal Authority's responsibility, if any, to pay for a portion of the Commission's debt servicing or capital costs;
 - (iv) the withdrawing ~~Municipality~~Municipal Authority's entitlement, if any, to ownership of any portion of the assets of the Commission used in the delivery of services, and;
 - (v) any other matter determined by the Board to be required to be addressed as a term of condition of the Member's withdrawal.
- 10.6. The Commission shall notify the Minister of Municipal Affairs of any change in the membership of the Commission within 60 days of the change in membership.

11. DISPOSAL OF ASSETS BY THE MEMBERS

- 11.1. The CEO, or their designate, has the authority to dispose of any assets owned by the Commission, including machinery, equipment, computers and office supplies, subject to the following restrictions:
- (a) The disposal of any asset or assets with a fair market value or proposed sale price of more than fifty thousand (\$50,000.00) dollars shall require the approval of two-thirds (2/3) of the Members of the Board and be subject to any terms and conditions established by the Board;
 - (b) The disposal of any land or assets identified as engineering structures shall require the approval of two-thirds (2/3) of the Members of the Board and be subject to any terms and conditions established by the Board.
- 11.2. The CEO may seek the Board's approval to dispose of an asset or assets other than those identified in Subsections 11.1(a) and (b) above if, in the opinion of the CEO, the approval of the Board is necessary or

desirable.

12. DISESTABUSHMENT

- 12.1. Approval of (two-thirds) 2/3 of the Members of the Board is required to disestablish the Commission.
- 12.2. In the event that the Board approves the disestablishment of the Commission, the Board must at the time of approval specify further particulars of the procedure for the disestablishment including:
 - (a) a timeline for disestablishment of the Commission, and;
 - (b) the treatment of assets and liabilities upon disestablishment of the Commission, which shall take into account each ~~Municipality~~Municipal Authority's respective contributions to the Commission in the form of any assets contributed to the Commission and historical consumption by the ~~Municipality~~Municipal Authority and include a process for the collection and disposition of any property and assets owned by the Commission and the discharge, assignment or transfer of the Commission's obligations.
- 12.3. The Commission shall, as of the date of the Board's decision to approve disestablishment of the Commission, cease to provide services or begin the process of ceasing to provide services except to the extent that the Commission is legally required to do so or as required for the beneficial winding-up of the business or affairs of the Commission.

13. PROVISION OF COMMISSION'S SERVICES

- 13.1 The Commission is authorized to supply sewage transmission and treatment services to its Members and to any additional persons to whom the Board decides to supply services to from time to time (the "Wastewater Services")
- 13.2 Without limitation to Section 13.1 herein, the Commission may in its discretion supply reclaimed water generated by the provision of the Treatment Services to any person to whom the Board decides to supply such reclaimed water to from time to time. The rates and applicable terms and conditions with respect to the supply of effluent water referred to herein shall be determined by the Board.

14. AMENDMENTS

- 14.1. This Bylaw may be amended from time to time upon thirty (30) days' notice of motion and approval of two-thirds (2/3) of the Members of the Board.

15. SEVERABILITY AND REPEAL

- 15.1. Should any provision or part of this Bylaw be found to have been

improperly enacted, for any reason, then such provision or part shall be

severable from the remainder of this Bylaw and the Bylaw remaining after such severance shall be effective and enforceable as if the provision or part found to be improperly enacted had not been enacted as part of this Bylaw.

- 15.2 Bylaws No. 1, 2, 3, 4, 5 and 6 of the Board of Directors of ~~the Alberta Capital Region Wastewater Commission~~ ARROW Utilities: A Capital Region Commission are hereby repealed as of the effective date of this Bylaw.

ENACTED at a meeting of the Board of Directors of ~~the ALBERTA CAPITAL REGION WASTEWATER COMMISSION~~ ARROW Utilities: A Capital Region Commission at a meeting duly held on the ~~46th~~ 11th day of ~~June~~ September, 2023 ~~2024~~.

Chairperson

Chief Executive Officer

**BEING BYLAWS OF THE BOARD OF DIRECTORS OF
ARROW UTILITIES: A CAPITAL REGION COMMISSION**

WHEREAS ARROW Utilities: A Capital Region Commission was established by ARROW Utilities: A Capital Region Commission Regulation, AR 129/85;

AND WHEREAS the Commission is a continued commission pursuant to s. 602.47 of the *Municipal Government Act*, RSA 2000, c. M-26;

AND WHEREAS the Board of Directors of the Commission wishes to enact Bylaws respecting certain matters set out ins. 602.09(1) of the *Municipal Government Act*, RSA 2000, c. M-26, as more particularly set out herein;

NOW THEREFORE the Board of Directors of ARROW Utilities: A Capital Region Commission hereby enacts as follows:

1. DEFINITIONS

1.1. In this By-Law:

- (a) "Act" shall mean the *Municipal Government Act* RSA 2000, c. M- 26, as amended from time to time;
- (b) "Board" shall mean the Board of Directors of ARROW Utilities: A Capital Region Commission appointed pursuant to Section 4 of this Bylaw;
- (c) "Chair" shall mean the Chair of the Board;
- (d) "Chief Executive Officer" or "CEO" shall mean the CEO of the Commission appointed by the Board pursuant to Section 5 of this By-Law;
- (e) "Commission" shall mean ARROW Utilities: A Capital Region Commission;
- (f) "Committee" shall mean any Ad-Hoc Committee established pursuant to Section 6 of this By-Law;
- (g) "Members" shall mean the individuals appointed to the Board by the member Municipal Authorities, inclusive of the City of Fort Saskatchewan, City of Leduc, City of Spruce Grove, City of St. Albert, Leduc County, Parkland County,

Strathcona County, Sturgeon County, City of Beaumont, Town of Bon Accord, Town of Gibbons, Town of Morinville, and Town of Stony Plain subject to any addition or withdrawal of Members pursuant to Section 10.4 of this Bylaw from time to time;

- (h) "Municipal Authorities" means a municipality, improvement district, special area, Metis settlement, Indian reserve, and an armed forces base.
- (i) "Vice-Chair" shall mean the Vice-Chair of the Commission appointed pursuant to Section 4 of this By-Law.

2. APPOINTMENT OF BOARD MEMBERS

- 21. The elected Council or governing body of each of the Municipal Authorities shall by resolution appoint one member of their Council or governing body to the Board.
- 22. The term of each Board member's appointment shall be specified by the appointing Municipal Authority, but such term shall be no less than one year.
- 23. In the event that:
 - (a) A Board member ceases to be a member of Council;
 - (b) A Board member is absent from all regular council meetings held during any period of 8 consecutive weeks starting with the date the first meeting is missed, whether or not the absence is excused is authorized pursuant to s. 174(2) of the Act or in accordance with a bylaw under s. 144.1 of the Act, or;
 - (c) There are extenuating circumstances which, in the opinion of the majority of the Board, warrant the termination of the appointment of a Board member and appointment of a replacement member by the appointing Municipal Authority.

the appointing Municipal Authority may by resolution terminate the appointment of the Board member and appoint a replacement Board Member at the next council meeting following the event referred to in

subsection (a)-(c) herein, but in any event no later than the Council's next organizational meeting.

24. In the event that a Municipal Authority appoints a member of Council other than the Municipal Authority's chief elected official as a member of the Board, the appointing Municipal Authority's chief elected official shall not be a member of the Board.

3. BOARD MEETINGS AND COMMITTEE MEETINGS

31. The Board shall meet on and at such date, time and place determined by the Board or as may be directed from time to time by the Chair.
32. A quorum for meetings of the Board shall be a majority of Members of the Board.
33. Except as otherwise provided, the business of the Board or of a Committee thereof shall be conducted at meetings of the Members of the Board or the Committee.
34. Notice of the time and place of any regularly scheduled meeting of the Board or of a Committee need not be given to the Members of the Board or the Committee.
35. Each Member of the Board or of a Committee shall have one (1) vote and all Members shall vote except in conflict of interest situations of a personal nature.
36. A vote on a matter shall not be recorded unless specifically directed by the Chair or requested by any Member of the Board.
37. In the absence of the Chair and the Vice-Chair from a meeting of the Board, those present may elect one of their Members to preside as Chair at the meeting.
38. The agenda for all meetings of the Board and for meetings of Committees of the Board shall be prepared by the CEO and approved by the Chair or the Chair of the Committee involved as the case may be.
39. Members of the Board, at the discretion of the Chair of a meeting of the Board, shall be entitled to speak more than once on any matter before the Board and the mover shall be entitled to close the debate on any matter.

310. With respect to motions before the Board the following shall apply:
- (a) General - no seconder required;
 - (b) Referral or Deferral - debatable;
 - (c) Tabling - nondebatable;
 - (d) Amending - no seconder required;
 - (e) Separation - can be requested
 - (f) Reconsideration - must be made by voter on prevailing side of original motion at same meeting or by notice of motion;
 - (g) Notices of Motion In writing prior to distribution of Agenda or by proper waiving of Rules of Procedure or by verbal notice at a meeting for the next meeting.
311. In the event that a question shall arise as to the rules of procedure to be followed at a meeting of the Board or a Committee thereof, and if the procedure to be followed has not been otherwise dealt with in a bylaw, policy or procedure adopted by the Board, Robert Rules of Order shall apply to such question.
312. Any motion to waive a rule of procedure established by a bylaw of the Board, or, in the absence of a bylaw, by Roberts Rules of Order, shall require an affirmative vote by two-thirds (2/3) of all Board Members in attendance at the meeting.
313. The Board and any Committee thereof shall cause minutes to be kept of each Board or Committee meeting and minutes of all Committee meetings, once adopted, shall be distributed promptly to all Board Members.
4. CHAIR AND VICE-CHAIR
41. The Board shall annually elect from amongst its members a Chairman to serve for a term beginning no earlier than November 1 of the year in which the appointment occurs and ending no later than November 30 of the following year.
42. The Board shall annually elect from amongst its Members a Vice-Chair

to serve for a term, beginning no earlier than November 1 of the year in which the appointment occurs and ending no later than November 30 of the following year.

- 43 In the absence of the Chair, the Vice-Chair shall preside at all regular and special meetings of the Board and shall perform all other duties of the Chair.
- 44 The Chair shall be paid such remuneration, travelling and other expenses by the Commission as may be approved from time to time by the Board.
- 45 The Chair shall be an ex-officio Member of any committee appointed by the Board from time to time in addition to any other Members appointed to such committee.
- 46 Notwithstanding that the term of office of the Chair or the Vice-Chair may have expired, the Chair and the Vice-Chair shall remain in office until such time as a successor has been appointed.

5. CEO AND OTHER OFFICIALS

- 5.1. The Board shall appoint a CEO who shall act as the administrative head of the Commission.
- 5.2. The CEO shall:
 - (a) Ensure that the Commission's programs and policies, as approved by the Board, are implemented;
 - (b) Advise and inform the Board on the operation and affairs of the Commission, and;
 - (c) Perform the duties and functions and exercise the powers assigned to the CEO by the Board from time to time.
- 5.3. The Board may appoint such other officials as the Board shall deem necessary from time to time to serve the needs of the Commission and shall define the duties and responsibilities of any such official so appointed.

6. AD HOC COMMITTEES

- 6.1. The Board may establish Hoc Committees as the Board deems necessary and expedient for the orderly and efficient handling of the

affairs of the Commission. The Board will also establish the terms of reference for such Committees, the duties and responsibilities, and the duration of the Committee.

- 62 The Chair of any Committee shall be selected by the Committee.
- 63 The Chair of any Committee shall preside at meetings of the Committee and in the absence of the Committee Chair those present may elect one of their Members to preside as Chair at the meeting.
- 64 Meetings of any Committee shall be held on such day, time and place as may be determined from time to time by the Committee and the Committee Chair shall be at liberty to call a special meeting of the Committee.
- 65 The quorum for Committee meetings shall be the majority of Members that comprise the Committee.

7. SEAL

- 7.1. The Board shall adopt a seal of the Commission and the seal shall be in the custody of the CEO.
- 7.2. The seal of the Commission shall only be affixed to any document by the CEO, or their delegate, as authorized by the Board.

8. FINANCIAL REPORTS AND BANKING

- 8.1. The Board shall cause to be kept proper books of account and records and such books of account and records together with all papers and other documents relating to the Commission shall be kept at the office of the Commission and shall be open during reasonable business hours to the inspection and examination of every Member of the Board.
- 8.2. The Board shall appoint an auditor or auditors who are permitted to conduct audits in the Province of Alberta.
- 8.3. The Board shall cause minutes to be made and books to be provided for the purpose of recording all Resolutions passed by and of all proceedings of any meeting of the Board and any Committee and shall cause to be recorded the names of all persons present at such meeting.
- 8.4. The Board shall at all times ensure that the requirements of

the Act relating to the delivery of reports, financial statements and information to the Members of the Commission are met.

- 8.5. The Board shall from time to time appoint a bank or banks as banker or bankers for the Commission and the Board shall designate those officials and Members of the Board who are authorized to sign cheques on behalf of the Board.

9. HONORARIA AND EXPENSES FOR BOARD MEMBERS

- 9.1. The Board shall from time to time designate the remuneration payable to Members of the Board and provide for the reimbursement of Members of the Board for expenses incurred in the course of their duties as Members of the Board.

10. ADDITION AND REMOVAL OF MUNICIPALITIES

- 10.1. The Commission may agree to the addition of a Municipal Authority as a member of the Commission if, in the sole discretion of the Commission, there is sufficient capacity for the supply of services to the Municipal Authority and the addition of the Municipal Authority as a member is in the best interest of the Commission.
- 10.2. The addition of a Municipal Authority as a member of the Commission shall require the approval of two-thirds (2/3) of the Members of the Board and be subject to any terms and conditions established by the Board.
- 10.3. Without limitation to Section 10.2 herein, the Board may in its sole discretion require a Municipal Authority to make a payment to the Commission as a condition of the addition of that Municipal Authority as a member of the Commission. Any such payment shall be an amount determined by the Board to be reasonable, and may include but shall not be limited to:
 - (a) A one-time membership fee payable to the Commission reflecting a proportionate share of the formation costs of the Commission plus applicable debt servicing costs;
 - (b) A proportionate share of the capital costs incurred by the Commission for the provision of services; and
 - (c) Any costs related to the provision of services by the Commission to the new member.

- 10.4. The withdrawal of any one or more of the Municipal Authorities as a member of the Commission shall require the approval of two-thirds (2/3) of the Members of the Board and be subject to any terms and conditions established by the Board.
- 10.5. Without limitation to Section 10.4 herein, the Board may require a Municipal Authority to enter into an agreement with the Commission as a condition of withdrawal of the Municipal Authority as a member of the Commission. The form and terms and conditions of such agreement shall be determined by the Board, and may include but shall not be limited to:
- (i) the transition period for the withdrawal of the Municipal Authority as a member of the Commission;
 - (ii) the withdrawing Municipal Authority's entitlement, if any, to services from the Commission after its withdrawal;
 - (iii) the withdrawing Municipal Authority's responsibility, if any, to pay for a portion of the Commission's debt servicing or capital costs;
 - (iv) the withdrawing Municipal Authority's entitlement, if any, to ownership of any portion of the assets of the Commission used in the delivery of services, and;
 - (v) any other matter determined by the Board to be required to be addressed as a term of condition of the Member's withdrawal.
- 10.6. The Commission shall notify the Minister of Municipal Affairs of any change in the membership of the Commission within 60 days of the change in membership.

11. DISPOSAL OF ASSETS BY THE MEMBERS

- 11.1. The CEO, or their designate, has the authority to dispose of any assets owned by the Commission, including machinery, equipment, computers and office supplies, subject to the following restrictions:
- (a) The disposal of any asset or assets with a fair market value or proposed sale price of more than fifty thousand (\$50,000.00) dollars shall require the approval of two-thirds (2/3) of the Members of the Board and be subject to any terms and

conditions established by the Board;

- (b) The disposal of any land or assets identified as engineering structures shall require the approval of two-thirds (2/3) of the Members of the Board and be subject to any terms and conditions established by the Board.

- 11.2. The CEO may seek the Board's approval to dispose of an asset or assets other than those identified in Subsections 11.1(a) and (b) above if, in the opinion of the CEO, the approval of the Board is necessary or desirable.

12. DISESTABLISHMENT

- 12.1. Approval of (two-thirds) 2/3 of the Members of the Board is required to disestablish the Commission.
- 12.2. In the event that the Board approves the disestablishment of the Commission, the Board must at the time of approval specify further particulars of the procedure for the disestablishment including:
 - (a) a timeline for disestablishment of the Commission, and;
 - (b) the treatment of assets and liabilities upon disestablishment of the Commission, which shall take into account each Municipal Authority's respective contributions to the Commission in the form of any assets contributed to the Commission and historical consumption by the Municipal Authority and include a process for the collection and disposition of any property and assets owned by the Commission and the discharge, assignment or transfer of the Commission's obligations.
- 12.3. The Commission shall, as of the date of the Board's decision to approve disestablishment of the Commission, cease to provide services or begin the process of ceasing to provide services except to the extent that the Commission is legally required to do so or as required for the beneficial winding-up of the business or affairs of the Commission.

13. PROVISION OF COMMISSION'S SERVICES

- 13.1 The Commission is authorized to supply sewage transmission and treatment services to its Members and to any additional persons to whom the Board decides to supply services to from time to time (the

"Wastewater Services")

- 13.2 Without limitation to Section 13.1 herein, the Commission may in its discretion supply reclaimed water generated by the provision of the Treatment Services to any person to whom the Board decides to supply such reclaimed water to from time to time. The rates and applicable terms and conditions with respect to the supply of effluent water referred to herein shall be determined by the Board.

14. AMENDMENTS

- 14.1. This Bylaw may be amended from time to time upon thirty (30) days' notice of motion and approval of two-thirds (2/3) of the Members of the Board.

15. SEVERABILITY AND REPEAL

- 15.1. Should any provision or part of this Bylaw be found to have been improperly enacted, for any reason, then such provision or part shall be severable from the remainder of this Bylaw and the Bylaw remaining after such severance shall be effective and enforceable as if the provision or part found to be improperly enacted had not been enacted as part of this Bylaw.
- 15.2 Bylaws No. 1, 2, 3, 4, 5 and 6 of the Board of Directors of ARROW Utilities: A Capital Region Commission are hereby repealed as of the effective date of this Bylaw.

ENACTED at a meeting of the Board of Directors of ARROW Utilities: A Capital Region Commission at a meeting duly held on the 11th day of September, 2024.

Chairperson

Chief Executive Officer



June 14, 2024
Line Break Update

Purpose of Report	The purpose of this report is to provide a high-level update of line break costs and schedule.
Attachments	Line Break Attachment 1 Line Break Attachment 2
Alignment to Board's Strategic Plan	Respecting our environment - reduce sanitary sewer overflows
Alignment to ESG Principles	Governance - addresses and mitigates organizational risk
	Environment - addresses our impact to the environment
Background and Discussion	<p>In 2024, the ARROW Engineering Department supported Operations on two significant line breaks due to the need for project management oversight. Both projects required engineering design and contractor repair.</p> <p>The first break was located adjacent to the North Saskatchewan river on the Start line between manhole 66 and 67 directly across the river from the plant (Attachment 1). The repair took roughly 2 months to complete after the area was temporarily secured to mitigate any spilling to the river. The timeline was extended as an additional right of way was needed. The line repair was completed in April of 2024. The existing damaged line was abandoned however the right of way is being held for future use if needed. The cost of this repair was \$3,690,284.00.</p> <p>The second break occurred in 2 locations between old 66 St. and new 66 St. along 195 Ave. between manhole 40 and 42A (Attachment 2). These breaks were significant in size and the pipe at this location was approximately 4m deep. Two repair options were investigated. The first being a localized repair at the failure site and the second being a full replacement of MH 40 and 41 and the lines associated. Due to the condition of the pipe and manholes it was determined that attempting a localized repair would create further risk and additional costs to the Commission as possible further breaks were imminent. This was verified as 2 more significant breaks occurred further up the line from the 2 initial</p>

Report Date: June 14, 2024
Author/Title: Jay Mason, Director of Engineering
Approved by: Kate Polkovsky, CEO

	breaks but within the planned replacement area. This repair is currently under construction with an expected completion in June of 2024. The current cost of this repair is \$4,985,901.00.
Recommendation	For information purposes only.
Implications of recommendation(s):	
Financial	The contingency budgets were set in the 2024 budget at \$4M; the overage costs of these breaks are being handled by adjusting other operating and capital budgets.
Legal / Risk	N/A
Environmental / Safety	Untreated wastewater continued to be conveyed to the treatment plant as it was contained in the lower section of the collapsed sections of the pipeline with no release to the surrounding land.
Organizational impacts	N/A
External impacts	N/A

Report Date: June 14, 2024
Author/Title: Jay Mason, Director of Engineering
Approved by: Kate Polkovsky, CEO







**June 14, 2024
Budget Update**

Purpose of Report	This report serves to provide an update on the proposed budget, including the draft 3-year rate model and to obtain direction on the proposed rate to support 2025 budget deliberations.
Attachments	N/A
Alignment to Board’s Strategic Plan	Responsible leadership - keep utility rates reasonable and predictable for member municipalities
Alignment to ESG Principles	Governance - promotes transparency and accountability
	Governance - addresses and mitigates organizational risk
	Governance - ensures effective policy and financial oversight
Background and Discussion	<p>The draft rate model has been prepared and indicates modest rate increases for 2026 to 2029. These rates consider the prioritized capital plan as of May 2024 as well as anticipated changes in operations with the commissioning of the new MBR treatment facility in 2026.</p> <p>It is important to note that while these draft rates are based on the best information available at this time, they serve as a guidepost only – actual rate requirements could change in future years with the results of the Utility Master Plan, prioritizing transmission line replacement timelines to mitigate unplanned line replacement due to breaks, and finalization on the timing and amount of revenue from new customers and business streams.</p> <p>The model will continue to be updated and shared with the Board to support key decisions as new information is obtained.</p> <p>As Administration prepares the final proposed budget for the Board’s deliberation and decision in September, it would be beneficial to gain insights as to the Board’s desired rate, in consideration of the scenarios shared thus far, ARROW operational and capital risk, and regional implications.</p>

Report Date: June 14, 2024

Author/Title: Jessica Szewczuk, Stephanie Porter, Interim Directors of Corporate Services

Approved by: Kate Polkovsky, CEO

Recommendation	THAT Administration prepare Budget 2025 with a projected rate in the range of approximately \$XXX/m3, for deliberation at the September 2024 Board meeting.
Implications of recommendation(s):	
Financial	As above.
Legal / Risk	N/A
Environmental / Safety	N/A
Organizational Impacts	Knowing the Board's leanings towards a rate in consideration of the various circumstances would enable administration to efficiently prepare a budget that aligns with expectations.
External Impacts	N/A

Report Date: June 14, 2024

Author/Title: Jessica Szewczuk, Stephanie Porter, Interim Directors of Corporate Services

Approved by: Kate Polkovsky, CEO



June 14, 2024
CAC Meeting Update

Purpose of Report	A summary of the meeting with the Communications Advisory Committee on May 30, 2024.
Attachments	N/A
Alignment to Board's Strategic Plan	Responsible leadership - engage with the broader community to increase the awareness of the commission and its work
	Responsible leadership - build partnerships that benefit the commission and the community
Alignment to ESG Principles	Governance - promotes transparency and accountability
	Social - improves service delivery and community relations
Background and Discussion	<p>At the inaugural meeting in September 2023, the Communications Advisory Committee (CAC) identified a goal of collaborating on a short-term awareness campaign in the fall of 2024.</p> <p>On May 30, 2024, we hosted representatives from the communications teams of member municipalities. We provided a tour so that they could better understand the system and operations of ARROW and discussed the marketing campaign concept for "The Clog" 2.0 developed in conjunction with Canadian Strategy Group and our Source Control team.</p>
Recommendation	For information purposes.
Implications of recommendation(s):	
Financial	N/A
Legal / Risk	N/A
Environmental / Safety	N/A
Organizational impacts	N/A
External impacts	N/A

Report Date: June 14, 2024
Author/Title: Cindy de Bruijn, Director of Information and Strategic Services
Approved by: Kate Polkovsky, CEO

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ENOCH CREE NATION COMPETITION POWWOW

30TH ANNUAL

JULY 12 - 14, 2024

GRAND ENTRY STARTS FRIDAY, JULY 12TH AT 6 PM
GRAND ENTRY STARTS SATURDAY, JULY 13TH AT 12 PM & 6 PM
GRAND ENTRY STARTS SUNDAY, JULY 14TH AT 12 PM

STICK MAN
Lyle Trottier
Onion Lake Cree Nation, Treaty 6

VINCENT RAIN
Paul First Nation

WAR VETERAN
George Trottier
Onion Lake Cree Nation, Treaty 6

TABULATORS
iCreeAzn

SOUND PRODUCTION
Chuck P

MC
Hal Eagletail
Tsuut'ina, Treaty 7
Elmer Rattlesnake
Mountain Cree Camp, Treaty 6

MEN'S HEAD DANCE JUDGE
Jirayr Zorthian
Enoch Cree Nation, Treaty 6

WOMAN'S HEAD DANCE JUDGE
Danni Okemaw
Berens River First Nation, Treaty 5

HOST DRUM
Cree Confederation
St. Paul, Alberta

DRUM JUDGE
Rodney Kawi Morin
Enoch Cree Nation, Treaty 6

HONOUR DRUM
River Cree Singers
Enoch Cree Nation, Treaty 6

LADIES BACK UP JUDGE
Shaina McGillvery
Saddle Lake Cree Nation, Treaty 6

Dancer Payouts

Junior girls & boys (6-12) (traditional, jingle, fancy, chicken & grass)	Teen girls & boys (13-17) (traditional, jingle, fancy, chicken & grass)	Junior adult women & men (18-39) (traditional, jingle, fancy, chicken & grass)
1st - \$600	1st - \$800	1st - \$1,800
2nd - \$500	2nd - \$600	2nd - \$1,500
3rd - \$400	3rd - \$500	3rd - \$1,200
4th - \$300	4th - \$400	4th - \$1,000
5th - \$200	5th - \$300	5th - \$800

Senior adult women & men (40-59) (traditional, jingle, fancy, chicken & grass)	Golden age (60 & over) (men, women, men's buckskin)
1st - \$1,800	1st - \$1,800
2nd - \$1,500	2nd - \$1,500
3rd - \$1,200	3rd - \$1,200
4th - \$1,000	4th - \$1,000
5th - \$800	5th - \$800

Ladies Back Up Payout

(Ladies back up)

1st - \$1,500
2nd - \$1,250
3rd - \$1,000
4th - \$750
5th - \$500

Drum Contest

1st - \$20,000
2nd - \$15,000
3rd - \$10,000
4th - \$8,000
5th - \$6,000
6th - \$4,000
7th - \$2,000

Dr. Veronica Morin Memorial Special



Woman's Golden Age
(60 +)
1st - \$1,000
2nd - \$800
3rd - \$600
4th - \$200

osaw kihew wuttunee (Henry Cardinal) "Honouring the Spirit" Special



Senior Men's Grass
(40 +)
1st - New head roach, value, (\$3,000), \$2000 cash & a Champion sweater
2nd - LG - XL grass cloth suit, \$1000 cash & a Champion sweater
3rd - Set of bells, \$500 cash & a Champion sweater
Must be a Sr. Men's registered Grass Dancer

Princess Pageant & Out Going Princess Specials

Tiny Tots (0 - 5) 100 Tiny Tot dancers per day \$ 20.00 each x 2 days

Disclaimer

Please be advised that Enoch Cree Nation and the Powwow Committee will not be held accountable for any lost, stolen, or damaged personal belongings, injuries sustained, or insufficient funds for travel. We strictly prohibit any involvement in gang-related activities or affiliations and the use of alcohol or drugs on the premises. Additionally, we do not allow any outside raffles. Thank you for your cooperation.

powwow@enochnation.ca

